1. **Greetings are a polite way to**
2. Ignore others
3. Show other people you are interested
4. Not meet new people
5. Let people know you don't want to talk to them
6. **You would use an informal greeting when**
7. Hanging out with friends
8. Going to a job interview
9. Talking to a police officer
10. Talking to your new teacher
11. **You would use a formal greeting**
12. At a job interview
13. Hanging out with friends
14. Passing a classmate in the hall
15. Visiting your best friend
16. **When introducing yourself to others, it is best to keep it**
17. Short and simple
18. Long and complex
19. Confusing
20. Loud
21. **The steps to introducing yourself are**
22. Say your name clearly, extend your hand in greeting and say "Nice to meet you."
23. Waiting for the other person to introduce themselves first
24. Waving from across the room so you don't have to talk to someone
25. Waiting until they point to you and tell you it is your turn to talk
26. **It is important to introduce yourself to**
27. Everyone you meet
28. Only to people you have not met before
29. Only my friends
30. Only my family
31. **Small talk helps people feel**
32. Comfortable
33. Uncomfortable
34. Confused
35. Angry
36. **Which of these would NOT be a good topic for small talk**
37. Weather
38. Sports
39. Movies
40. Politics
41. **Topics to avoid during small talk include items that are**
42. Personal and controversial
43. Sports
44. Weather
45. Shared experiences